

Date Prepared (mm.dd.yyyy)	06/01/2009
Job Title	Field Service Representative-Drilling Fluids, I

Reports To (Title)	PDC
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### For Global Compensation Use Only

Job Hyper Function	Operations
Job Super Function	Drilling & Evaluation
Job Function	Baroid
Job Family	Drilling Fluids
Job Level	Independent Contributor-Entry-College
Alternate Titles	
Job Code	BD08-ESG
SAP Object ID	44999968
Salary Control Point	VPE-ESG – Level 13 / D2-ESG
EEO Code (USA only)	02 - Professionals
FLSA Status (USA only)	Exempt, Professional
Benefits Class	Non-Craft

### Job Capsule:

Under broad direction, provides well site service to customers of Baroid. Utilizes knowledge of company products and services in conjunction with experience in drilling fluid technology to optimize service quality. Based on interpreted results of routine and specialized testing, provides technical guidance of Baroid's customized engineered fluids to maximize wellbore value. Complies with health, safety and environmental regulations in all aspects of job performance. Ensures that an adequate inventory of palletized and bulk products are available at the rig site based on the fluid program and anticipated conditions. Tracks material usage and maintains record of same for inventory and billing purposes. Maintains good working relationship with operator's representative and rig personnel. Skills are typically acquired through completion of an undergraduate degree and a minimum of 10 weeks of formal training in colloidal and general chemistry, volume and hydraulics calculations, routine and specialized testing.

### Job Roles:

<u>Essential Function/Responsibilities</u>
1. Communicate recommendations and potential issues to well site personnel, Technical Professional and relief.
2. Manage data acquisition and interpretation through Baroid's software suite.
3. Maintain current knowledge of all products applicable to work location.
4. Perform fluid testing and evaluation in a safe and timely manner.
5. Ensure the well is supplied with products and services in a timely manner through the use of good logistical planning.
6. Maintain accurate inventory records.
7. Perform equipment calibrations as required.
8. Understand and complete tasks related to environmental compliance.
9. Complete post-well evaluation.

**Scope of Job:**

Job tasks, correctly performed, impact indirectly on cost containment, efficiency, profitability or operations.

**Education, Professional Licensure, and Experience:**

- Completion of an undergraduate degree in required
- Math test required

**Motor Vehicle Licensure:**

- Operation of a motor vehicle is an essential function of this job? Yes
- Driving history will be used to disqualify applicants and current incumbents? Yes
- Type of motor vehicle licensure required?
  - Non-commercial licensure: A valid license to drive non-commercial motor vehicles is required.

**Role Specific Knowledge:**

- Must participate in Baroid's Competency program
- Ability to assess and communicate all of the requirements to carry out the fluid servicing of the proposed well and assist in ensuring timely preparation and delivery
- Demonstrate knowledge and understanding of fluids program and key logistical, reporting and HSE issues
- Ability to schedule a journey to arrive at the assigned place at the assigned time safely and prepared to commence work
- Ability to verify quantity and condition of received materials and communicate to customer and appropriate supervisors
- Demonstrate the ability on arrival at location to introduce them self to appropriate site safety personnel
- Attend all induction(s) available or carries out independent orientation to ensure full familiarity with all escape routes and well site
- HSE procedures and protocols
- Fully familiarize self with all key personnel, site facilities and equipment available for efficient execution of well plan
- Ensure receipt, inspection and setting up of all necessary test equipment, including verification of certification
- Perform and communicate to appropriate parties physical inventory of received materials/equipment and reconcile with orders and delivery manifests
- Verify compliance with local HSE requirements and ensure adequate equipment/PPE is used by job performer
- Ability to implement and communicate an efficient fluids creation plan that includes HSE, logistics, personnel and equipment considerations, interpretations or deviations from the fluids/well program
- Monitor and maintain volumes, fluid properties and HSE compliance to fulfill requirements of fluids/well plan including changes derived from optimizations, problem solving and corrective actions. Communicate this with appropriate supervisors through verbal agreements and Baroid's software suite reports
- Ability to complete and communicate accurate operational documentation to appropriate personnel
- Ability to calculate physical on-site material and assess non-returnable/damaged materials
- Ability to prepare and schedule load out and transfer of materials
- Ability to ensure all testing equipment is cleaned, packed and labeled for identification, including clear identification of any faults
- Review HSE and customer service quality issues internally
- Interact with customer to complete EJCS and TSO
- Participate in an internal post well debrief

### **Autonomy of Job:**

Under general supervision: occasional supervision over repetitive tasks. New duties or project-type tasks may receive "Strict" or "Direct" supervision, depending upon the nature of the task(s).

### **Supervisory Responsibility of Job:**

Performs own work and provides assistance to others as directed

### **Number and Level of Employees Supervised:**

None

### **Working Conditions:**

Physical activity is normally required on the job, or requires exposure to the elements or job related hazards but not on a routine basis. Hazards are not severe.

### **Travel Requirements:**

None

### **Career Path:**

*Upward*

- First level title above this job is Field Service Representative II, Drilling Fluids
- Second level title above this job is Field Service Representative III, Drilling Fluids

### **Alternate Titles:**

Mud Engineer

### **Peer Jobs:**

Field Svc Rep-Completion Fluids, I

### **Physical Demand Statement:** *(Check only one)*

Work is primarily moderate; exerting up to 60 pounds of force occasionally and/or 30 pounds of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

**Physical Demands:** (US Requirement)

Activity	Constantly 100 – 80%	Frequently 79 – 40%	Occasionally 39 – 0%
Standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lifting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carrying	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pushing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pulling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Balancing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stooping	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kneeling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Crouching	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Crawling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reaching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Handling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fingering	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Feeling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Talking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hearing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tasting/Smelling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Near Vision – Clarity of vision at 20 inches or less	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Far Vision – Clarity of vision at 20 feet or more	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Color Vision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Depth Perception/Three dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Disclaimer:**

The list of job elements, responsibilities, skills, duties, requirements, or conditions is not exhaustive, but is merely the most accurate list of the current job.

Management reserves the right to revise the job description or require that other tasks be performed when the circumstances of the job change (for example, emergencies, changes in personnel, workload, or technical development).

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Title: Approved-D&E Div HR Lead (DR) Date: 6/23/2009